

**APPLICATION FOR U.S. DEPARTMENT OF COMMERCE
FEDERAL EMPLOYED WOMEN'S PROGRAM COUNCIL**

DATE _____

FULL NAME: _____
(LAST) (FIRST) (MIDDLE INITIAL)

POSITION TITLE: _____

OFFICE: _____

WORK LOCATION & ROOM NUMBER: _____

PHONE/FAX NUMBER: _____

SUPERVISOR'S NAME & POSITION TITLE: _____

WORK LOCATION & ROOM NUMBER: _____

PHONE/FAX NUMBER: _____

*APPROVED BY: _____

****PLEASE PROVIDE RESPONSES TO THE FOLLOWING QUESTIONS ON SUPPLEMENTAL SHEETS:**

- 1. DESCRIBE ANY TRAINING OR EXPERIENCE YOU HAVE RECEIVED IN EQUAL EMPLOYMENT, CIVIL RIGHTS AND/OR WORKFORCE DIVERSITY PROGRAMS.**
- 2. DESCRIBE YOUR EXPERIENCE IN DEALING WITH PERSONS OF DIVERSE BACKGROUNDS AND PERSPECTIVES.**
- 3. DESCRIBE YOUR EXPERIENCE OR INVOLVEMENT IN ISSUES RELATING TO WOMEN.**
- 4. DO YOU CURRENTLY HOLD ANY OTHER COLLATERAL DUTY ASSIGNMENTS? IF SO, DESCRIBE THEM AND THE TIME DEVOTED TO THOSE ASSIGNMENTS.**
- 5. DESCRIBE YOUR EXPERIENCE IN PROGRAM AND/OR PROJECT PLANNING AND MANAGEMENT.**

YOU MAY E-MAIL OR FAX YOUR COMPLETED APPLICATION TO: SCOGGS@DOC.GOV OR (202) 482-5375. SHOULD YOU HAVE ANY QUESTIONS PLEASE CONTACT SENORA COGGS AT (202) 482-8190.

***APPLICATIONS FOR THE FEDERAL EMPLOYED WOMEN'S PROGRAM COUNCIL MUST HAVE SUPERVISOR APPROVAL.**

****THE APPLICANT MUST ALSO PROVIDE A ONE PAGE SUMMARY OF WORK AND OTHER RELEVANT EXPERIENCE.**

Department of Commerce Federal Employed Women's Program Council

The members of the Federal Employed Women's Program Council (FEWP) will be required to participate in the development of program objectives, assist with the coordination in special activities and observances, evaluations of programs, develop initiatives and strategies for the Federal Employed Women's program, participate in program activities and program briefings, and attend monthly Council meetings.

Employees selected as Council members should have the following skills to participate in Council meetings, FEW-Forums, Special Emphasis Programs and Briefings—

- ◆ Ability to communicate effectively, both orally and in writing
- ◆ Ability to deal with diverse groups, inside and outside U.S. Department of Commerce
- ◆ Ability to work with teams
- ◆ Provide periodic activity reports and other information as applicable
- ◆ Ability to plan and carry through on assignments from the Council

Interested applicants must complete and submit an application for membership on the FEWP Council. In applying, applicants must consider whether their normal duties will allow them to participate in collateral duty assignments. They must also discuss their interest in applying for the Council with their immediate supervisors.

Appointment to the FEWP Council is for a two year period. Extensions to the two-year assignment will be considered based on performance and impact on the employee's full time position. Council members may be removed prior to the end of the two-year period if performance, conduct, or other extenuating circumstances warrant removal.



The Federal Women's Program

The Federal Women's Program (FWP) was established in 1967 when President Lyndon B. Johnson signed Executive Order 11375 that added sex as a prohibited form of discrimination. The Federal Women's Program (FWP) has a primary responsibility to identify barriers to the hiring and advancement of women and seeks to enhance Federal employment opportunities for women in every area of federal service. Guidance for the Federal Women's Program was originally provided by the Civil Service Commission (now OPM). In 1978 the Civil Service Reform Act transferred program responsibility to the EEOC and the FWP is an integral part of the overall Civil Rights/Equal Opportunity program.

Each Federal agency has at least one Federal Women's Program Manager (FWPM), and many agencies have established an FWP network of managers, representatives and committees throughout their headquarters and field locations. The FWPM acts as the agency's contact point, source of information, and as an advisor to the head of the agency in matters involving the employment and career advancement of women. In field locations, FWPMs may also be appointed and serve in a similar role or as an extension of the National FWPM on a regional or local level. All federal employees are served by the Federal Women's Program and there is no formal membership.

Federally Employed Women

Federally Employed Women is a private, non-profit membership organization, and is concerned with many of the same issues that are administered and addressed by the Federal Women's Program.

FEW and FWP are not in conflict because their mutual goals and objectives are formulated to eliminate sex discrimination and address issues impacting the career advancement of women in federal service.

Anyone may join FEW as a member by paying annual dues. FEW has local chapters around the world and is governed by a National Board of Directors elected by the membership.

As a private organization, FEW works as a constructive pressure group to improve the status of women employed by the federal government. This includes lobbying on Congressional legislation, and meeting with management officials in all agencies to demonstrate support of the FWP, encourage officials to support the program, and to obtain insight on the effectiveness of the agency's FWP at the national and local levels.

FEW is not a labor organization and does not "represent" employees. However, FEW officers can meet with management officials to discuss matters that fall within their field of expertise.

Managers and EEO officials may join FEW and may hold chapter, regional or national office. There is no conflict between being an employee of the Federal government, automatically covered by the FWP, and joining FEW. In fact, many find membership in professional organizations like FEW to be a career-enhancing affiliation.

Working Together

National FEW, through its Executive Committee, maintains a relationship with OPM, the Equal Employment Opportunity Commission (EEOC) and Department and Agency Heads providing input as requested or appropriate on all personnel policies and affirmative actions to promote equal employment. The most important relationship is the one with the Federal Women's Program. FEW was the major pressure group for the implementation of this program in the Federal Government. In 1970, only six agencies had full time Federal Women's Program Managers, even though the program was begun in the Federal Government in 1967. A relationship agreement signed by the FEW National President and the Director of OPM describes the objectives and goals as being in concert.

Because of their common mission and vision, employees charged with FWP responsibilities have good reason to work with FEW officers and members to develop goals and objectives for agency implementation of Affirmative Employment Plans and other program initiatives designed to meet the agency's unique needs and ensure equality of opportunity for women.

NEW CONNECTIONS - NEW DIRECTIONS